

<p style="text-align: center;"><b>IOWA PUBLIC CHARTER SCHOOL PROGRAM</b> Application for Renewal of Charter Status</p>
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Due Date: January 15 of final charter year

Iowa Department of Education  
Grimes State Office Building  
400 E. 14<sup>th</sup> St.  
Des Moines, IA 50319-0146

Contact:  
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Revised Date: September 2008

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## INTRODUCTION

The contents of this application packet will outline procedures for applying to **RENEW** Public Charter School status.

The purpose of a charter school shall be to accomplish the following:

- Improve student learning.
- Increase learning opportunities for students.
- Encourage the use of different and innovative methods of teaching.
- Require the measurement of learning outcomes and create different and innovative forms of measuring outcomes.
- Establish new forms of accountability for schools.
- Create new professional opportunities for teachers and other educators, including the opportunity to be responsible for the learning program at the school site.

A public charter school that wishes to **RENEW** its charter status should be able to demonstrate improvement in student achievement and be able to produce data that supports achievement gains and successes. The school can offer evidence of new opportunities teachers, administrators, and students have been able to participate in due to the different and innovative focus of the charter school.

An application for **RENEWAL** will be an articulate, affirmative response based on clear, credible evidence to the areas of inquiry that guide charter school accountability. The school will present progress in meeting charter school goals as well as answer each question in the application. The application document will be supported by the Charter School Advisory Council as well as the local School Board and will become a part of the school's documents to which they are held accountable.

### **Steps for Application for Renewal of Charter Status:**

1. Application for Renewal of Status is approved by Charter School Advisory Council
2. Application for Renewal of Status is approved by local Board of Education
3. Application for Renewal of Status is sent to Iowa Department of Education, attn: Del Hoover
4. The renewal is presented to the State Board of Education.
5. State Board of Education will approve or deny Renewal of Status.
6. Charter School Manager will be informed of State Board of Education's determination regarding Renewal of Status.

### **Application Procedure**

Items to be included in the application for renewal:

- Cover sheet, which includes Assurances and Signatures (sample included in application packet)
- Narrative detailing requested information about the charter's existence - **not to exceed ten (10) single-spaced, type-written pages**
- Copies of Advisory Council and local School Board minutes supporting the renewal process and application
- The cover sheet and application, with original signatures should be sent to:  
Del Hoover, Deputy Division Administrator  
Iowa Department of Education  
400 E. 14<sup>th</sup> Street  
Des Moines IA 50319-0146

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## **Cover Sheet**

A cover sheet template is a part of this application packet

- Name of Charter School
- Name of Public School District
- Name and contact information of Superintendent
- Name and contact information of Charter School Manager
- Brief (3-4 sentences) overview of Charter School.
- Dates and Minutes from Charter School Advisory Council and local Board of Education meetings when approval of the renewal process and application was given
- Assurances checked
- Signatures of Superintendent, Charter School Manager, and President of Board of Education

## **Application Narrative**

Using the headings and bullets as a guide for your reflection and answers, provide the requested information in narrative form, **not to exceed ten (10) single-spaced, type-written pages**.

### **STUDENT ACHIEVEMENT & GOALS**

- Review the innovative approaches that were described in the original charter application. Explain how those approaches have been incorporated into the charter school.
- Share academic and non-academic goals the charter established at its inception and detail progress made toward these goals.
- Explain any new goals that have been set for the charter as it moves forward.
- Make a trend-line comparison of student achievement data, using the baseline data collected during the first year of the charter. Explain improvement in achievement as shown in the data.
  - Graphs illustrating student achievement may be included and do not count in the 10-page limit.

### **ORGANIZATIONAL ISSUES**

- Is the school an effective, viable organization with effective leadership?
- What role has the Advisory Council played in the school?
- Are parents, students, teachers, and other stakeholders satisfied? How is information and input gathered from parents?
- Is the school fiscally sound?

### **FUTURE PLANS / GOALS**

- Describe the successes and challenges the charter school has experienced since its inception. What impact have these had on the charter school and its future?
- Are any changes in the original program of the charter school that are needed and the school would like to make? Explain those changes and why they are necessary for the success of the charter.
- What future plans for the educational program are being considered for the coming years?
- What plans are in place for the financial stability of the charter?

## IOWA PUBLIC CHARTER SCHOOL PROGRAM Renewal Application Cover Sheet

Name of Charter School	
Public School District	
Name and Contact Information of Superintendent	
Name and Contact Information for Charter School Manager	

The \_\_\_\_\_ Charter School seeks to **RENEW** its public charter school status. The Charter School Advisory Council and the \_\_\_\_\_ (school district) Board of Education have approved the Renewal process and application on the meeting dates listed below:

Advisory Council: \_\_\_\_\_

Board of Education: \_\_\_\_\_

**Brief description of charter school** (3-4 sentences) (Text box, will expand if needed.)

If the renewal of charter school status is approved, the district agrees to the following assurances:

\_\_\_ End of the Year Charter School report will be submitted

Signatures needed for **RENEWAL** of Charter School Status:

Superintendent of Schools: \_\_\_\_\_

Charter School Manager: \_\_\_\_\_

Board of Education President: \_\_\_\_\_

This application for renewal will be reviewed by the State Advisory Committee for approval. \_\_\_ Approved \_\_\_ Denied

Del Hoover Signature \_\_\_\_\_

**Iowa State Board of Education** has voted to *approve / deny* the renewal of charter status. \_\_\_\_\_ State Board of Education President